

**VANDENBERG AFB, EDWARDS AFB, AND LOS ANGELES AFB
MULTIPLE AWARD CONSTRUCTION CONTRACT
(VELA MACC)
STATEMENT OF WORK**

DRAFT

INDEX FOR VELA MACC STATEMENT OF WORK

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VELA MACC STATEMENT OF WORK

1. DEFINITIONS

- a. **35% Design** - In general, documents which show the essential components of the proposed design and convey that the Contractor fully understands the Task Order Request requirements and that its proposed price includes all required elements of work to complete the project. The documents will include the following minimum information, as applicable to the project; drawings, a list showing sections to be incorporated in the specifications, and any other design components relating to the 35% design as identified in the Task Order (TO). Major mechanical and electrical equipment items shall be shown on the drawings with single line diagrams and appropriate load calculations. All utilities and structures shall be shown with applicable design calculations. Drawings shall also include the following, as applicable:
- (1) All required controlling dimensions. Site plan showing proposed location of work including benchmarks, access from main roads, and surface or sub-surface drainage concepts.
 - (2) Floor plans with dimensions and functional arrangement of all areas; including corridors, exits, stairs, and utility spaces properly related to exterior access, roads, parking, and service areas, etc. Individual treatment shall be given items involving special design and/or deviations from accepted standards and of complex design. Gross floor areas shall be shown for each floor and for the entire building. Floor and roof framing, and loadings shall be indicated. Built-in, installed, and specialized portable equipment shall be indicated to scale. Pertinent information regarding fire prevention and safety requirements shall be shown. Design live and wind loads shall be shown.
 - (3) Elevations shall include story heights, fenestration, and adaptation to finished grades at the site.
 - (4) Sections of structures, including framing, partitions, suspended ceilings, (if any), ducts, etc., shall be shown.
 - (5) Typical wall sections shall be shown at a scale of no less than $3/4$ inch = 1 foot. Sections shall include material and thicknesses, methods of attachment, and type of windows with relation thereof to supporting structural columns or walls.
 - (6) For heating, air conditioning, mechanical ventilation and plumbing, and special features such as elevators, hoists, kitchen equipment, etc., indicate the location, capacity, and space requirements for all major items of mechanical equipment. Single line indication and riser diagrams of ducts, pipes, and equipment and their approximate location shall also be shown. Indication shall be made as to whether piping and duct work are exposed or concealed. Functional areas where pipes are exposed shall be delineated. Approximate operating range or capacity for heating, ventilation, air conditioning, and refrigeration equipment shall be clearly stated.

- (7) For electrical systems, indicate lighting arrangements, type of fixtures proposed, general light intensities, special electrical requirements of the user, including communications and electronic facilities where applicable, light and power service entrance and distribution arrangement. Conduits, including those to be wired by others, shall be shown together with indication as to whether conduits are exposed. Functional areas having exposed conduits shall be delineated. Riser diagrams, showing service equipment, feeders, and panels, other than branch circuits, shall be shown. Cable sizes, current demand factors and the switch and panel board descriptions are not required at this time. Location capacity and space requirements of all major items of equipment shall be shown including interior substations with service equipment and panels. Power, communication, and electronic features will be indicated in sufficient detail to identify requirements clearly and to indicate the means of satisfying the requirements.
- (8) Provide separate lists of all Government-furnished equipment to be installed by the Contractor and equipment furnished and installed by the Government, if applicable.
- b. **65% Design** - Documents building upon the 35% design, including drawings and the complete text of the specifications. The drawings will show an additional 30% progress in all disciplines which may include site plans, floor plans, elevations, wall sections, details, and all other elements as identified in the 35% design. All cut sections and details shall also be shown on the drawings at this time. Any updated or corrected design analyses of architectural, structural, civil, electric, mechanical, and utility systems shall be included. The Contractor shall stop work until the Contracting Officer issues a Notice to Proceed to the next design milestone.
- c. **95% Design** - Documents building upon the prior design submittal. This will include, for review, final and complete drawings, specifications, and analysis. All project requirements identified in the most current TO revision, site visit minutes, modifications, or review comments must be incorporated. The Contractor shall stop work until the Contracting Officer issues a Notice to Proceed to the 100% design.
- d. **100% Design** - Documents building upon the prior design submittal which include final contractor accomplished corrections based on the Government's review of the prior design documents.
- e. **TO Request (TOR)** – A document prepared by the Government and issued to the Contractor which contains the general requirements and parameters of the proposed project. Included in the TOR is the TO Statement of Work defining specific technical requirements for the project. Also included is information such as budget limitations, magnitude of construction, type of solicitation, and design certifications and drawings required to be prepared by the Contractor.
- f. **TO Statement of Work (TO SOW)** – A document prepared by the Government and issued to the Contractor as part of the TOR. Included in the TO SOW are the specific technical requirements for the project. The TO SOW will be included in the award of the TO.

- g. **Invitation for Bid (IFB)** – A package of documents issued to a contractor requesting a firm price for construction and the required design documents for a project based on the TO. Once submitted, no revisions to the bid are permitted. Award is made to the low bidder.
- h. **Request for Proposal (RFP)** – A package of documents issued to the Contractor requesting an itemized cost proposal for construction and design documents for a project based on the TO. Following submittal of the proposal and at the Government's option, discussions may be held with the Contractor to clarify and / or negotiate elements of the proposal.
- i. **Professional Certification** – The process of affixing a seal or statement to a drawing or design document to indicate that the work to which it is affixed has been performed by a person licensed as a professional, in that area of expertise, in the state of California.
- j. **Conventional Design-Build** – The process by which the same contractor provides both the design and construction services for a project, completing the design before construction activity begins.
- k. **Fast Track Design-Build** – The process by which the same contractor provides both the design and construction services for a project, beginning construction at a mutually agreed point prior to completion of the design and construction drawings.
- l. **Government Furnished Equipment (GFE) / Government Furnished Material (GFM)** – Items of equipment or material which the Government will supply to the Contractor for use in the construction of a project.
- m. **Color Board** – A visual presentation consisting of samples of the various finishes, grouped together based on location within the project. Samples shall be of adequate size to show the full pattern, texture, and color of each item.
- n. **Lowest Price Technically Acceptable (LPTA)** – A process used to evaluate proposals based on meeting evaluation factors. When used, the LPTA evaluation factors will be included in the TOR and may vary between projects. Award will be made to the lowest priced offeror that meets the minimum acceptability standards for each evaluation factor. Each evaluation factor will be rated in terms of pass or fail and no comparative assessment will be made. Evaluations will begin with the lowest priced offeror and continue until the lowest priced technically acceptable offeror is identified.
- o. **Best Value** – A process used to evaluate proposals based on the quality of the overall design in addition to the other criteria included in the request for proposal. When used, the “best value” evaluation factors will be included in the TOR and may vary between projects. Award may be made to other than the low offeror. The following definitions apply to the best value process:
 - (1) Evaluation Factors – Those components of a project design, as identified in the TOR, which represent significant importance to the successful execution of the project, used to evaluate the overall quality of the proposed design.

- (2) Strength – A substantive aspect, attribute, or specific item in the proposal that exceeds the TOR requirements and enhances the probability of successful contract performance.
 - (3) Weakness – A flaw in the proposal that increases the risk of unsuccessful contract performance.
 - (4) Deficiency – A material failure of a proposal to meet the TOR requirements or a combination of significant weaknesses in a proposal that increases the risk of unsuccessful contract performance to an unacceptable level.
 - (5) Rating – The application of a scale of words, used in conjunction with narrative, to denote the degree to which the proposal has met the requirements established by the TOR.
 - (a) Outstanding: Proposal meets requirements and indicates an exceptional approach and understanding of the requirements. The proposal contains multiple strengths and no deficiencies.
 - (b) Good: Proposal meets requirements and indicates a thorough approach and understanding of the requirements. Proposal contains at least one strength and no deficiencies.
 - (c) Acceptable: Proposal meets requirements and indicates an adequate approach and understanding of the requirements. Proposal has no strengths or deficiencies.
 - (d) Marginal: Proposal does not clearly meet requirements and has not demonstrated an adequate approach and understanding of the requirements.
 - (e) Unacceptable: Proposal does not meet requirements and contains one or more deficiencies and is unawardable.
- p. **Design Costs** – Those costs identified by the Contractor, on the Construction Cost Estimate Breakdown, as part of the TOR process which represent the portion of the overall project cost attributed to preparation of the 100% design and construction documents.
- q. **Investigative Costs** – Those costs identified by the Contractor, on the Construction Cost Estimate Breakdown, as part of the TOR process which represents the portion of the overall project cost attributed to all investigative services necessary to prepare the 100% design and construction documents.
- r. **Investigative Services** – For exterior work / new facilities, the investigative services will typically include performing a survey of the project site including topography, cross sections, drainage survey, and bench level circuit. In addition, it may include verification and documentation of the location and size of all existing utilities and pertinent surface features for inclusion on the topographic survey map. For interior work, the investigative services will typically include verification of all existing conditions affecting the design and execution of the work as described in the TO SOW.

- s. **Designer of Record (DOR)** - The individual accountable for specific portions of the design documents. Where professional certification is required for the design, the DOR would be the individual providing certification for that portion of the design. Where professional certification is not required, the DOR would typically be the individual who provided the design or specifications for a particular aspect of the project (ie: architectural, civil, structural, mechanical, or electrical).

2. DESCRIPTION OF WORK

a. Contract Scope:

The MACC will be utilized to execute a broad range of maintenance, repair and minor construction projects on real property at Vandenberg AFB, Edwards AFB, and Los Angeles AFB, California and their remote locations. The remote locations for Vandenberg AFB include Pillar Point Air Force Station, Anderson Peak, Laguna Peak, Santa Ynez Peak, and Orcutt Hill. The remote locations for Edwards AFB include Plant 42 in Palmdale, CA, and the Air Force Research Laboratory on Edwards AFB. The remote locations for Los Angeles AFB include Fort MacArthur, DCMA support facilities, and Camp Parks. The projects will include tasks in a variety of trades such as demolition, site work, excavation, cast-in-place concrete, masonry, structural steel, electrical, mechanical (including HVAC), painting, millwork, and other specialty and general contracting work.

Demolition work will pertain to all parts of the base including military family housing, utility lines, and condemned buildings of all sizes and structures (dormitories, launch complexes, single story office structures, etc.). Several interior and exterior renovation projects are common at these bases. Interior renovations typically entail replacement of drop ceiling, doors, carpeting, windows, and wall locations. Most interior renovations will include a new paint scheme for the area that should be coordinated through the base Facilities Excellence Office. Several agencies on base require their work to be accomplished in a Sensitive Compartmented Information Facility or SCIF. A lot of the interior renovation at these bases requires a space to be brought up to a SCIF standard. The specific SCIF standards will be provided in the Task Order Statement of Work. Exterior renovations may come in the way of complete façade upgrades to bring a facility up to the latest Anti-Terrorism and Force Protection standards.

Exterior site work at these bases can come in many forms. At Vandenberg AFB, most work will pertain to the miles of overhead & underground utility lines that it has in place. Excavation and trenching operations will be needed to repair or replace valve sections, long lengths of pipe, or to tie into an existing line for expansion of service to a building. Exterior site work can also come in the form of repair or upgrade to an existing security system. Many higher Protection Level (PL) sites contain barb wire fencing, Closed Caption Television (CCTV) cameras, and various intrusion detection devices that will either need to be repaired or upgraded. Some sites might need to have these devices installed where there was no security system in place before.

Electrical work can come by way of repair, expansion, or upgrade of the existing high voltage overhead distribution system. Replacement of substation transformers or relocation of power poles are common work items required. Low voltage electrical work is very

extensive on Vandenberg as most of the facilities on base are vintage-1960 buildings that have not been upgraded since their initial construction. Replacement of old distribution panels, wiring, switchgears, and facility transformers is common. Mechanical work typically pertains to the replacement or expansion of air conditioning services. As certain missions move into areas that were typically used for office space, the internal heat load increases to the point that mechanical cooling is required. At Vandenberg, due to the climate though and proximity to the ocean, most of the air conditioning work pertains to equipment and server room areas. Office spaces can be designed with higher air changes per hour ventilation systems.

(NOTE: Military Family Housing (MFH) on Vandenberg AFB is privatized, under the scope of the MFH contractor, and considered outside the scope of the MACC. The extent of work not to be accomplished under the MACC concerning military family housing maintenance primarily includes, but is not limited to Change of Occupancy Maintenance (COM), Recurring Installed Equipment Maintenance, Cleaning Emergency Support Services, Major Maintenance, Playground Maintenance, Service Calls Maintenance Management, Recurring Maintenance, Appliance Installation and Service, and Exterior Facility Maintenance. The MFH contractor maintains all military family housing units. Military family housing maintenance applies to all housing units including all interior/exterior components and accessories, fences, garages, carports, storage sheds, playgrounds, tennis courts, basketball courts, and bus shelters.)

The projects included in the MACC require the Contractor to produce a full design, partial design, or no design depending on the level of design already available and provided to the Contractor in the TO SOW. For example, a new project with no, or partial, previous design accomplished may include requirements to provide a 35% (minimum) design as part of the Contractor's offer. Conversely, a project for which a 100% design is already available will only require an offer in the prescribed format. If awarded a TO for the project, the successful contractor will, as necessary, complete the design to the 100% level. This will include participating in design reviews, conducted at Vandenberg AFB, Edwards AFB, and Los Angeles AFB, at each design milestone (35%, 65%, etc.) described in the TO SOW.

There is \$5,000 minimum guarantee for this contract. The Government makes no representation as to the number of TOs or actual amount of work to be ordered on this contract. The maximum aggregate amount of the MACC program, inclusive of all awarded MACC contracts and TOs across all bases, including options, shall not exceed \$200,000,000. TOs will range from \$2,000.00 to \$10,000,000.

b. Participation

Only the contractors awarded indefinite delivery/indefinite quantity contracts as part of the VELA MACC program will compete for subsequent TOs. All MACC contractors should participate in all site visits. The Contractor shall submit a bid/proposal on at least 80% of the TOs for which it receives an Invitation for Bid (IFB) or Request for Proposal (RFP) each year. In the event a contractor does not participate in a site visit and/or submit a proposal for a given TO, the Contractor shall at a minimum send a memo to the Program Contracting Officer and the Procuring Contracting Officer for the TOR identifying why it did not participate and/or submit a proposal. Failure by contractors to participate responsibly in site visits and submit proposals may result in the Government not exercising

the option to extend the contract or exclusion of the contractor from further competition. The Government reserves the right to limit task order competition utilizing Woman-Owned Small Business, Service Disabled Veteran Owned Small Business or HUBZone Certified Small Business set aside procedures should sufficient competition be available from contractors awarded a contract under the VELA MACC program.

c. TO Bid / Proposal Preparation:

Except under limited circumstances as authorized by FAR 16.505(b)(2), and as identified in paragraph b above, an IFB or RFP issued under this contract will be issued to all MACC contractors and will include a TO SOW defining the project requirements. The documents the TOR may include, but is not limited to, the following, as applicable based on the level of design required:

- (1) Government prepared TO SOW, sketches, and any available as-builts, specifications, or design information.
- (2) Design calculations requirements.
- (3) Construction drawings requirements including professional certifications.
- (4) Direction regarding fast-track vs. design-build.
- (5) Timeframes for preparing the proposal, completing design work (if awarded), and completing construction.
- (6) Contractor prepared specification sections and version required
- (7) Submittal requirements
- (8) Government Furnished Materials (GFM) or Government Furnished Equipment (GFE)
- (9) Construction Cost Estimate Breakdown with line item categories identified by the Government to be used by the Contractor

The costs for preparation of basic contract and TO offers shall be the responsibility of the Contractor and not directly reimbursable. The Contractor shall furnish all project management, planning, estimating, labor, transportation, materials, equipment, tools, supervision, design if applicable, and all other associated costs necessary to fulfill the requirements of the basic contract and TO.

The TOR will identify the amount of time the Contractor has to submit an offer. Depending on the complexity of the project, the Contractor will typically have between 2 and 4 weeks the date of the site visit. However, in the case of urgent requirements, the Government may request offers within 7 days of the site visit.

At a minimum each TO offer must include:

- (1) A cover letter identifying the proposed cost and schedule
- (2) A Construction Cost Estimate Breakdown (Attachment 4)
- (3) A proposed construction schedule
- (4) A technical proposal (applicable to RFP requests only)

d. TO Bid / Proposal Evaluation Criteria:

Bids received in the IFB format will be evaluated based on compliance with the TOR requirements and the proposed price. Proposals received in the RFP format will be evaluated based on compliance with the TOR requirements and the proposed price. The

Government will primarily use the LPTA evaluation process. The TOR will indicate the minimum requirements which must be met in order for a proposal to be considered technically acceptable. In limited circumstances, the Government at its discretion, may utilize a best value evaluation processes at the TO level. When used, the best value evaluation criteria will be described in the TOR. The following sample evaluation criteria may be used, in addition to price or cost when using the RFP format:

- (1) Past Performance – TO past performance or prior past performance on other contracts
- (2) Quality of Deliverables
- (3) Ability to Meet Schedule Requirements
- (4) Relevant Experience
- (5) Cost Control
- (6) Potential impact on other orders placed with the contractor
- (7) Current Workload
- (8) Design Capabilities
- (9) The Contractor's technical understanding of the work.
- (10) The most efficient and effective plan to accomplish the work.
- (11) Rational for the proposed materials, type, and quantities.
- (12) Sustainable design features

When soliciting proposals using the RFP format, the Government reserves the right to enter into discussions.. Any proposal which does not address all requirements set forth in the TOR will be determined to be technically unacceptable.

e. **TO Award**

The Government will select the an offeror in accordance with the evaluation criteria identified in the TOR, and award a TO. In accordance with FAR 16.505(a)(10)(i) the Contracting Officer's decision as to the selection for award of a TO is not protestable unless the protest is on the grounds that the order increases the scope, period, or maximum value of the contract program. The executed TO will include the TO SOW, applicable drawings, and any other attachments to the TOR necessary to ensure a complete and usable end product is delivered to the Government upon completion of the TO.

f. **Access to Work Areas**

The Contractor may be required to work within controlled or restricted areas. Refer to paragraphs 26 and 27 for additional information concerning security.

g. **Authority to Advertise**

The Government may utilize an Authority to Advertise or ATA to solicit offers in anticipation of funds becoming available. A TOR issued using an ATA will not obligate the Government to award a TO or reimburse the Contractor for costs to prepare an offeror. In accordance with AFFARS MP 5332.7, when issuing a TOR prior to the receipt of certified funds, the following statement shall be included in any such solicitation:

Notice to Offerors: Funds are not presently available for this effort. No award will be made under this solicitation until funds are available. The Government reserves the right to cancel this solicitation, either

before or after the closing date. In the event the Government cancels this solicitation; the Government has no obligation to reimburse an offeror for any costs.

Projects issued using an ATA may be funded the same year as the TOR, the following fiscal year, or cancelled depending on the availability of funds. The TOR will identify the length of time for which a submitted offer must be valid. The Government makes no promise to award a contract.

3. CONSTRUCTION WAGE RATE REQUIREMENTS STATUTE

The most current Construction Wage Rate Requirements Statute (formerly Davis-Bacon Act) wage determinations for each potential work location will be incorporated into the contract at award and updated annually when the option periods are exercised. The wage determinations will remain valid for the entire base period and option years. See Section J. The Contractor shall utilize the appropriate wage determination for each work location when preparing its offers.

4. PERFORMANCE AND PAYMENT BONDS – APPLICABLE TO INDIVIDUAL TOs

Contractors shall furnish Performance and Payment Bonds (Standard Form 25/25A) with good and sufficient surety or sureties, acceptable to the Government on all TOs regardless of dollar value. The penal sums of the bond will be as shown below has been received and accepted by the Contracting Officer.

- a. **Performance Bond:** Unless the Contracting Officer determines that a lesser amount is adequate for the protection of the Government, the penal sum of the performance bonds (Standard Form 25) shall equal one hundred percent (100%) of the contract price for each TO.
- b. **Payment Bond:**
 - (1) Shall equal 100% of the contract price for each TO
 - (2) One of the following is required:
 - A payment bond
 - An irrevocable letter of credit (ILC)
 - A tripartite escrow agreement. The prime contractor establishes an escrow account in a federally insured financial institution and enters into a tripartite escrow agreement with the financial institution, an escrow agent, and all of the suppliers of labor and material. The escrow agreement shall establish the terms of payment under the contractor's escrow account, and the escrow agent distributes the payments in accordance with the agreement, or triggers the disputes resolution procedures if required
 - Certificates of deposit. The contractor deposits certificates of deposit from a federally insured financial institution with the Contracting Officer, in an acceptable form, executable by the Contracting Officer
 - A deposit of the types of security listed in FAR 28.204-1 and 28.204-2
- c. Bonds are due within 10 days of the receipt of the TO.

5. CONTRACTOR OPERATIONS

The Contractor shall conduct all operations in accordance with the Vandenberg AFB, Edwards AFB, and Los Angeles AFB's Specification Sections 01000, found in Attachments 4-6.

6. COMMENCEMENT, PROSECUTION AND COMPLETION OF WORK

The Contractor shall commence work and complete the project in accordance with the time frames established in the TO and Notice to Proceed (NTP). When a design-build TO is awarded, separate NTPs may be used to authorize commencement of the different phases of work.

7. DESIGNATION OF GOVERNMENT INSPECTOR

The Base Civil Engineer or its authorized representative (e.g. Title II Inspector) will be designated at the TO level as the representative of the Contracting Officer for the purpose of performing Construction Contract Quality Assurance for the Government, which includes performing technical surveillance and monitoring workmanship and compliance with the plans and specification under this contract. This designation in no way authorizes anyone other than the Contracting Officer to commit the Government to changes in the terms of this contract or the individual TOs.

8. NOTICE OF CONSTRUCTIVE CHANGES

No order, statement or direction of the Contracting Officer, an authorized representative of the Contracting Officer whether or not acting within the limits of his authority, or any other representatives of the Government, shall constitute a change order under the "Changes" clause of this contract or entitle the contractor(s) to an equitable adjustment of the price or delivery schedule, unless such a change is issued in writing and signed by the Contracting Officer.

9. PERFORMANCE EVALUATIONS

Each base will complete a contractor's performance evaluation on each TO over \$700K that it awards. The Government reserves the right to complete performance evaluations on TOs below \$700K at the ACO's discretion. If the TO period of performance exceeds one year, an interim evaluation will be completed annually on the TO. In addition to TO performance evaluations, VAFB will submit an annual performance evaluation on the overall VELA MACC program to encompass all TOs below the reporting threshold and the contractor's compliance with the overall program requirements. The performance evaluations will be input into the Contractor Performance Assessment Reporting System (CPARS). The evaluation(s) will take into account all aspects of the contractor's performance. Contractors will be provided a copy of the performance evaluation and an opportunity to discuss the evaluation. The performance evaluations may have an impact on the award of future TOs and the decisions to exercise options.

10. DESIGN DOCUMENTS, GENERAL

The design documents developed by the Contractor shall comply with the following requirements:

a. **Drawings:**

- (1) The Contractor shall receive one copy of the appropriate record drawings if available, with the TOR. The Government does not guarantee the accuracy or adequacy of the existing as-built drawings. It is the Contractor's responsibility to field-verify all as-built drawings during preliminary site visits, planning of the project, and prior to issuance of each TO. The Contractor shall be responsible for the reproduction of these drawings if multiple copies are needed.
- (2) The TO SOW will identify the sizes of drawings, either Standard D (24" x 36") or Standard B (11" x 17"), to be submitted with the offer and each subsequent review milestone (65%, 95%, and 100%). Contractor developed drawings, included with the 35% design and submitted with the offer, may be prepared by any means which produces neat and legible documents conforming to industry standards. Contractor developed drawings beyond the 35% point shall be prepared utilizing computer aided drafting software and all drawings shall be in the same electronic format. The base's cover sheet and title block sheets shall be used, templates for which will be provided to the Contractor by each base. All drawings shall be prepared in Standard English scale. The Contractor shall submit three (3) sets of Standard D or B size drawings (or as otherwise required by the TO SOW) to the Contracting Officer with its offer. Once awarded the TO for a specific project, the successful contractor shall provide a minimum of four (4) complete sets of drawings, (or as otherwise required by the TO SOW), in the same size and format, with each intermediate and final design submittal. Also, unless otherwise stated in the TO SOW, one set of Standard B drawings shall be provided with the 100% submittal. Throughout the design process, each submittal shall be clearly identified as to the level of completion (ie: 35% etc.). The "revisions" blocks on the plan sheets shall not be utilized to document changes to the drawings until after the 100% design is completed and accepted by the Government.
- (3) The Contractor shall prepare drawings, as specified in the TO SOW, for Government approval prior to the start of construction. The drawings developed by the Contractor beyond the 35% point shall conform to each base's most current CAD standards relating to good design and drafting practices. All completed drawings shall clearly identify the work being performed under the TO. Unless otherwise identified in the TO SOW, use of existing drawings provided by the Government will be allowed provided they are modified by the Contractor to accurately reflect the project requirements. It is not necessary for each drawing to be on an individual sheet, more than one drawing can be included on a sheet. Each sheet shall have an approved title block and border with professional certification when required by the TO SOW. The title block shall contain project information including but not limited to Project #, TO#, Project Name, and date. Basic design criteria utilized for each discipline will be included on the appropriate drawings as required by the TO SOW. Examples would include wind and live/dead loads assumed for structural elements, function specific conditions such as lighting levels or future use considerations for electrical systems, site specific climatic design conditions for mechanical systems, and International Building Code analysis (performed to the same level as if being applied to a building permit process). The following is a list of drawings which might typically be required under this contract:

- (a) Cover Sheet with Title and Approval Block (showing haul route)
- (b) Existing Site Plan
- (c) Final Site Plan
- (d) Grading Plan
- (e) Underground Utility Plan and Profiles
- (f) Demolition Plan
- (g) Floor Plans
- (h) Elevations
- (i) Finish Schedule
- (j) Wall and Roof Sections
- (k) Window and Door Schedules
- (l) Ceiling Plan
- (m) Details
- (n) Mechanical Plan and Schedules
- (o) Plumbing and HVAC Riser Diagrams
- (p) HVAC Controls Diagrams
- (q) Electrical Site Plan
- (r) Power Plan and Panel Schedule
- (s) Electrical Plan and Lighting Plan with Schedule and details
- (t) Fire Protection Plan
- (u) Communications Plan

b. Specifications:

- (1) For projects not previously designed, the technical specifications to be utilized by the Contractor shall be the Unified Facility Guide Specifications. For fire alarm projects, please refer to the base Fire Protection Engineer or the Fire Department for the latest version of the fire alarm and mass notification specification. Three (3) sets (or as otherwise required by the TO SOW) of the specifications index for those sections, as well as other specification sections appropriate to the anticipated work and added by the Contractor, shall be included in the 35% design submitted with the Contractor's offer. Once awarded the TO for a specific project, the successful contractor shall electronically edit the specification sections, previously identified, to correspond with the work proposed in the project. A minimum of four (4) sets of edited specifications (or as otherwise required by the TO SOW) shall be provided with each intermediate and final design submittal.
- (2) In addition to the technical specifications described above, the current version of the following references are to be utilized in the preparation of project designs;

Facility Excellence Plan/Design Standards – base specific
California Building Code,
Unified Facility Criteria,
International Building Code
Uniform Mechanical Code
Uniform Plumbing Code
National Electrical Code (NEC)
National Fire Protection Association (NFPA)

American Society of Testing and Materials (ASTM) Standards;
American National Standards Institute (ANSI) Standards;
Applicable Air Force Instructions or Air Force Handbooks found at <http://www.e-publishing.af.mil/>

and any applicable manufacturer or industry specifications associated with material, supplies, or systems. If a discrepancy exists between these documents, the Contractor shall bring this to the attention of the Contracting Officer and shall utilize the most stringent requirement(s) in the preparation of the project design.

- (3) A copy of the *Facilities Excellence Plan/Design Standards* for each base is included in the Appendix. The Contractor shall have a copy of each of the other documents identified in paragraph (2) above available for use during the term of this contract.
- (4) A copy of specification Section 01000 and Section 015720, Environmental Provisions. Specification Section 01000, shall be edited, by the Contractor, to correspond to the project requirements. This section, along with a copy of the most current Specification Section 015720, Environmental Provisions shall be included in the contractor prepared specification package.
- (5) The bottom of each page shall have the following relative information indicated in the format noted:

Project Number
Section Number
Page Number of the Section

When the last page of a section is encountered, the following shall be noted (centered) after the last paragraph:

END OF SECTION

- (6) The use or specification of materials not made in the United States is prohibited. Only American made products shall be used in this project, except as identified in clauses FAR 52.225-9; Buy American--Construction Materials, and FAR 52.225-11, Buy American--Construction Materials under Trade Agreements, as applicable under FAR 25.1102.
- (7) Submittal Schedule: Required submittals shall be listed on this form and the form included in the specifications, ensuring all items requiring submittals are annotated. Normally, three (3) copies of printed matter and one (1) material sample are required. Reference each submittal item on the form to the specification section and paragraph. Consecutively number each page of the submittal, e.g. "Page 1 of 1". Use all line number rows on one page before starting another. Number submittals consecutively beginning with "1" for each project. A copy of the Submittal Schedule form is included in the Appendix.

c. Design Analysis:

- (1) As specified in the TO SOW, design calculations may be required, to include code references, as applicable for each discipline, to show compliance. Three (3) sets of these

calculations shall be provided by the Contractor and included with each required design submittal. The following is a list of calculations which might typically be required under this contract.

(2) Civil/Site work:

- (a) Sizing and grades for sanitary & storm sewers
- (b) Sizing for water mains & services
- (c) Sizing for gas mains & services

(3) Structural

- (a) Foundation sizes and reinforcing
- (b) Superstructure framing
- (c) Wind & snow loading analysis
- (d) LL & DL calculations
- (e) Wall sizes and reinforcing
- (f) Equipment supports
- (g) Elevated platforms
- (h) Floor member sizing / reinforcing
- (i) Lintel sizing
- (j) Sizing for roof joists & decking
- (k) Seismic analysis

(4) Mechanical:

- (a) Cooling and heating load analysis
- (b) Pump sizing and pump curves
- (c) Pipe sizing
- (d) Duct size
- (e) Static pressure loss
- (f) Control valve sizing
- (g) Psychometric chart analysis
- (h) Fan sizing and fan curves
- (i) Heat exchanger selection

(5) Electrical:

- (a) Load calculations
- (b) Short circuit calculations
- (c) Lighting level calculations
- (d) Branch circuit calculations
- (e) Motor feed requirements
- (f) Panel sizing

(6) Fire Protection:

- (a) Sprinkler layout and pipe sizing
- (b) Pressure drop calculations

(c) Alarm battery voltage drop calculations

(7) Others as applicable to a specific project and identified in the TO SOW.

d. Perspective Drawing:

- (1) When required by the TO SOW, the Contractor shall prepare a black line concept perspective and/or a rendered (color) perspective of the project. (May be computer or hand generated.)
- (2) The perspectives shall be approximately 14" x 28" in size and shall be mounted on a standard presentation board, complete with a small site plan and supporting data (i.e. size, cost of landscaping, site work, building, etc.) affixed to the presentation board.
- (3) The black-line concept perspective shall be provided with the Contractor's offer as part of the 35% submittal. The rendered perspective shall be prepared by the successful contractor and delivered with the final design submittal when requested.

11. PROGRESS OF WORK

Once provided a Notice to Proceed for Construction, the Contractor shall submit for approval all work schedules to the Contracting Officer within ten calendar days after start of work unless otherwise specified. The reports contemplated by the clause titled "Schedules for Construction Contracts" shall be accomplished on and in accordance with instructions pertaining to AF Form 3064, Contract Progress Schedule, and AF Form 3065, Contract Progress Report. This requirement is applicable to all TOs.

12. MATERIAL APPROVAL SUBMITTALS

a. Technical Data, Samples, and Color Boards:

All equipment, products, material, and articles requiring approval, as indicated on the Submittal Schedule, shall be submitted by the Contractor using AF Form 3000. Material data sheets should be electronically submitted. At a minimum, all wall covering, carpet and other fabric type submittals will show the full pattern of material. When required by the TO SOW, all applicable product samples shall be submitted on a color board grouped to correspond with the anticipated installation. i.e: floor covering, paint, paneling, chair-rail, wall covering and ceiling tile. The Contractor shall include technical data with the products presented on the color board so that the items may be approved for technical compliance as well as architectural compatibility. The Contractor is responsible for identifying and locating required materials for submittals to include matching any existing materials.

b. Designer of Record Approval:

When required by the TO SOW, the DOR shall review and approve equipment, product, or material submittals and indicate compliance with the design documents prior to the submittal being forwarded to the Government for review. Those submittals requiring DOR approval shall be included on the Submittal Schedule. (Re: Paragraph 10.b.(7) above)

13. PROGRESS PAYMENTS

- a. In accordance with FAR 52.232-5 – Payments Under Fixed-Price Construction Contracts, the Government shall make progress payments monthly, or more frequently if authorized by the Contracting Officer. The progress payments shall be made based off estimates of the work accomplished as indicated on an AF Form 3064 and AF Form 3065. The Contractor shall submit its invoice through iRAPT (Invoice, Receipt, Acceptance and Property Transfer) in the Wide Area Workflow e-Business Suite and in accordance with clause 252.232-7006 on the TO. Each invoice shall be accompanied by an AF Form 3064 and AF Form 3065 covering the same period as the invoice, which have been approved by the Project Manager and Contracting Officer.

When submitting an invoice after on-site construction begins, the Contractor shall ensure that all applicable payrolls, SF1413s and Federal Funding Accountability and Transparency Act (FFATA) reports are submitted to the Government prior to invoice submittal. See clause 52.204-10 – Reporting Executive Compensation and First-Tier Subcontract Awards, and paragraph 20 for FFATA reporting requirements.

14. PAYMENT FOR MATERIALS STORED ON SITE

- a. This paragraph implements, but does not replace, FAR 52.232-5, Payment Under Fixed-Price Construction Contracts, with regard to material payments.
- b. Consideration for payment under this contract for materials stored on site is subject to the following conditions:
 - (1) The Contractor shall furnish the Contracting Officer a list of the major high-cost items to be incorporated into the contract and for which payment, prior to installation, will be requested. Those items approved by the Contracting Officer will be entered on the AF Form 3064, Contract Progress Schedule, and AF Form 3065, Progress Report, as a percentage factor, or factors if items are listed individually.
 - (2) Payment is limited to major high-cost items. Payment of major high-cost items does not include contractor overhead and profit. Costs such as sales tax, freight, handling, pallets, etc., are likewise excluded.
 - (3) Payment requests shall be consistent with approved material submittals and shall be supported by the following documents:
 - Certified paid vendor invoices.
 - Inventory checklists, jointly validated by the contractor, contract administrator, and/or construction inspector.
 - Accepted delivery tickets, if applicable.
 - (4) All material for which payment is requested shall be delivered to a Contracting Officer approved location on-site, and certified that none will be removed without written permission of the Contracting Officer. Materials may also be stored in a bonded warehouse offsite if there is no adequate storage space on-site.
 - (5) Payments will be made monthly, or at more frequent intervals as determined by the Contracting Officer.

- (6) The Contractor shall remain responsible for and retain title to the materials until incorporated into the work.

15. AS-BUILT DOCUMENTS

a. Drawings:

During the progress of the work, the Contractor shall keep a careful record at the job site of all changes and deviations to the layouts shown on the drawings. The Contractor shall manually enter such changes and corrections on record drawings promptly. If the project was designed by the Government, submittal and approval of the “red-line” as-builts and GPS data referenced below, at the project’s conclusion, completes the Contractor’s responsibility for this item. If the project was designed by the Contractor, it shall provide the Government with a draft of the as-built drawings in Standard D size, on paper for review at the project’s conclusion. Following government approval of the draft, the Contractor shall submit the GPS data referenced below, and; one (1) copy of Standard D (24” x 36”) size as-built drawings on mylar, three (3) copies of Standard B (11” x 17”) size as-built drawings on paper, and a CD ROM containing the Auto CAD 2008 (or earlier version) as-built drawings (or as otherwise required by the TO SOW). The drawings shall indicate, in addition to all changes and corrections, the actual location of all subsurface utility lines.

b. GPS Data:

The Contractor shall furnish survey data showing the horizontal location of all site improvements constructed under the TO to include, but not limited to, buildings, pavements, utilities, and all similar construction. Site improvements such as buried utility lines require one survey shot every 50’ of straight line, at each turn or bend in the line, hydrants, fittings, valves, valve boxes, curb stops, relocations and crossings of existing utilities, structures, or other appurtenances relocated or affected by the construction. Also provide elevations for the topmost point of visible appurtenances such as fire hydrants and valve boxes. The Contractor shall use conventional surveying methods such as total station, Global Positioning System (GPS) for field data collection at an accuracy of +/-2cm. Data delivered in a format other than ESRI geodatabase must have an external spatial reference (.prj) file attached that specifies the parameters of the coordinate system in standard ERSI format. All electronic data deliverables shall be on a CD-ROM in a format that conforms to the latest version of both the CADD/GIS Technology Center’s Spatial Data Standards and A/E/C CAD Standards. These standards can be found at <https://cadbim.usace.army.mil/>

16. OPERATION AND MAINTENANCE MANUALS

For those projects which include mechanical/electrical/specialty systems requiring periodic or routine maintenance, the Contractor shall prepare and submit operation and maintenance manuals in three (3), bound, hard copies as well as one (1) electronic copy on CD ROM (or as otherwise required by the TO SOW). As a minimum, the manuals shall contain technical data, diagrams, parts listings, maintenance instructions, and the name, address, and phone number of the manufacturer and servicing/replacement parts source. These manuals shall be submitted prior to the final inspection and in accordance with paragraph 12 above.

17. WARRANTY OF CONSTRUCTION

a. Listing of Warranty Items:

The Contractor shall prepare a listing of all equipment or material subject to a manufacturer's warranty or extended warranty as required by the TO SOW. The listing shall include a description of the item, the expiration date of the warranty, and the point of contact for warranty service. Three (3) copies of this information shall be submitted in hard copy and one (1) copy in electronic format (CD ROM) (or as otherwise required by the TO SOW) as a project submittal in accordance with paragraph 12.

b. Scope of Coverage:

In accordance with FAR 52.246-21, in addition to any other warranties in this contract, the Contractor warrants that work performed under this contract conforms to the contract requirements and is free of any defect in equipment, material or design furnished, or workmanship performed by the Contractor or any subcontractor or supplier at any tier. This warranty shall not limit the Government's rights under the Inspection and Acceptance clause of this contract with respect to latent defects, gross mistakes or fraud.

c. Period Of Coverage:

The warranty shall continue for a period of one (1) year from the date of final acceptance of the work, unless otherwise specified in the individual TO. If the Government takes possession of any part of the work before final acceptance, this warranty shall continue for a period of one year from the date of beneficial occupancy. In the event the Contractor's warranty of this clause has expired, the Government may bring suit, at its expense, to enforce a subcontractor's, manufacturer's, or supplier's warranty.

d. Remedies of Defects:

The Contractor shall remedy, at the Contractor's expense, any failure to conform or any defect. In addition, the Contractor shall remedy, at the Contractor's expense, any damage to Government-owned or controlled real or personal property when that damage is the result of:

- (1) The Contractor's failure to conform to contract requirements or
- (2) Any defect of equipment, material, workmanship, or design furnished.

The Contractor shall restore any work damaged in fulfilling the terms and conditions of this clause. The Contractor's warranty with respect to work repaired or replaced will run for one year from the date of repair or replacement.

e. Notification to Contractor:

The Contracting Officer shall notify the Contractor, in writing, within a reasonable time after the discovery of any failure, defect, or damage. If the Contractor fails to remedy any failure,

defect, or damage within a reasonable time after receipt of notice, the Government shall have the right to replace, repair, or otherwise remedy the failure, defect, or damage at the Contractor's expense.

f. Subcontractor and Supplier Warranties:

With respect to all warranties, express or implied, from subcontractors, manufacturers or suppliers for work performed and materials furnished under this contract, the Contractor shall:

- (1) Obtain all warranties that would be given in normal commercial practice
- (2) Require all warranties to be executed, in writing, for the benefit of the Government if directed by the Contracting Officer, and
- (3) Enforce all warranties for the benefit of the Government if directed by the Contracting Officer. Emergency warranty calls shall not exceed a 4-hour response time, while routine warranty response time shall not exceed 3 workdays. The warranty enumerated herein does not preclude any manufacturer warranties in excess of one year as noted in the individual specifications sections. The Contractor should read each section carefully to ensure that he/she is aware of all warranties called for in each project.

g. GFE/GFM:

Unless a defect is caused by the negligence of the Contractor, subcontractor, or supplier at any tier, the Contractor shall not be liable for the repair of any defects of material or design furnished by the Government or the repair of any damage that results from any defect in Government-furnished material or design.

18. PROGRAM MANAGEMENT

The Contractor shall provide a program manager and staff for executing TOs awarded under this contract. The program management staff shall have project design, quality control, and construction and financial management capability. The program manager shall have a minimum of 5 years experience in that capacity and shall have the authority to negotiate TOs and modifications thereto and obligate the company to TOs. The program manager shall have the authority to hire/fire subcontractors and must be experienced in subcontract management. The program manager must be available via local phone service throughout the duration of all ongoing TOs and his/her phone number shall be provided to the Government immediately following award of any TO. The Contractor shall provide a site superintendent and quality control officer on each task order. The site superintendent and quality control officer shall each have a minimum of 5 years construction experience. Unless otherwise identified in a TO SOW, the superintendent and quality control officer shall not be same person. The Contractor shall provide a site safety and health officer (SSHO) on each task order that meets the minimum qualification requirements identified in the most current version of EM 385-1-1.

19. QUALITY CONTROL PLAN

The Contractor shall develop and submit a Quality Control Plan to the Contracting Officer within 10 calendar days after Notice to Proceed is issued for acceptance to ensure that work is

accomplished and all problems are documented and resolved in accordance with the specifications and drawings. The Contractor shall designate on-staff personnel as quality control representative to document and resolve all quality control problems and accomplish daily quality control inspections. The quality control representative shall be a person independent of the project superintendent. The Contractor shall establish a method to identify poor performance and specify appropriate corrective action. The Quality Control Plan will become a compliance document. Project personnel will interface with Government personnel to ensure that the quality control plan functions properly.

20. SUBCONTRACTING SUPPORT CAPABILITY

The Contractor shall provide subcontractor management including surveillance, quality control, and scheduling. Subcontractors must be available to ensure quick response times. The Contractor must have the ability to manage and control multiple subcontracts at multiple job locations. The Contractor must ensure subcontractors are competent and capable of handling all tasks assigned to them and shall ensure that each subcontractor is not assigned more work than they can accomplish satisfactorily.

In accordance with FAR 52.219-14 – Limitations on Subcontracting, the Contractor must perform at least 15 percent of the cost of the contract, not including materials, with its own employees. The Contractor shall submit a Standard Form (SF) 1413 for each subcontract it awards in accordance with FAR 52.222-11 – Subcontracts (Labor Standards).

Clause FAR 52.204-10 – Reporting Executive Compensation and First-Tier Subcontract Awards requires the contractor to report first-tier subcontracts in excess of \$30,000 at <http://www.fsrs.gov>. To assist the Contracting Officer's verification of compliance, the Contractor shall identify on the SF 1413 if the subcontract is less than or greater than \$30,000.

21. PROJECT EXECUTION AND TECHNICAL CAPABILITY

The Contractor shall have a support staff that includes clerical, quality control, project superintendent, drafting and design personnel as necessary to prepare offers and execute the design and construction phases of all TOs.

22. GOVERNMENT FURNISHED EQUIPMENT/MATERIALS

The Government reserves the right to provide Government furnished equipment/materials (GFE/GFM) that is on hand if it can be used by the Contractor to complete a TO. The GFE/GFM shall be transported by the Contractor, from the Government storage area, to the work site indicated on the TO. The Contractor assumes the risk and responsibility for the loss or damage to GFE/GFM once the Contractor receives possession of the GFE/GFM. The Contractor shall follow the instructions of the Contracting Officer or his/her representative regarding the disposition of all GFE/GFM not consumed in performance of a delivery order.

23. GOVERNMENT EQUIPMENT ON THE SITE

All government equipment and material on each project is the property of the Government unless specifically noted otherwise. The Contractor shall relocate all property that the Government retains title to on the installation as specified in the TO or follow the instructions of the Contracting

Officer or his/her representative. The Contractor is required to cover equipment that is to remain in place within the area of contract operations and protect it against damage or loss and store equipment that is removed in performance of work where directed or reuse in work as required by drawings and specifications. Equipment temporarily removed shall be protected and returned equal to its condition prior to starting work at no additional expense to the Government. Security for equipment or material that is to be reused and is removed for temporary storage shall be the sole responsibility of the Contractor.

24. DISPOSAL OF WASTE

The Contractor shall load loose debris on trucks leaving the site in a manner that will prevent spillage from the vehicle. The Contractor shall fasten suitable cover, such as a tarpaulin, over the load before entering surrounding streets. The Contractor shall be responsible for cleaning up any materials that fall from trucks and held liable for any resulting damages. If available at the bases, the Qualified Recycling Program (QRP) and DLA Disposition Services program shall be given priority for acceptance on all material resulting from demolition activities. All material not accepted by the QRP or DLA Disposition Services shall be transported by the Contractor off-base for disposal. Edwards AFB requires all debris to be removed off base for disposal. The Contractor shall submit, upon request, all trip tickets from the landfill facility to show all debris is being disposed of in accordance with all Federal requirements and in an approved location.

25. CONSTRUCTION SITE MAINTENANCE

The Contractor shall store all supplies and equipment on the project site so as to preclude theft or damage. The Contractor shall maintain the site in a neat and orderly manner. The protection and security for materials and equipment on site is the sole responsibility of the Contractor. The Contractor may be required to install temporary fencing to protect the site as indicated in the TO.

26. WORK IN SPECIAL SECURITY AREAS

Escorts may be required for access to restricted/controlled areas, while working on construction. The Contractor shall coordinate with the escorts and facility manager when scheduling it work.

27. DELAYS IN ENTERING AND LEAVING WORK AREA

Access to Vandenberg AFB, Edwards AFB, and Los Angeles AFB is controlled by their respective Security Forces Squadrons and require the inspection of commercial vehicles entering the installations. While delays at the inspection gates are typically minimal, in certain circumstances, the Contractor may encounter multiple hour delays while awaiting inspections. The Contractor shall not be compensated for delays caused by normal operations of the Security Forces Squadrons and should consider the potential for delays when preparing offers. If the work site is located in a restricted or controlled area, the Contractor may experience delays due to compliance with entrance/exit requirements of restricted/controlled areas. The Contractor shall not be compensated for reasonable delays in accessing the site. Also, due to the nature of restricted areas, the Contractor may be requested to leave the restricted area at any given time. The Contracting Officer may extend the contract performance time when area designations change while the Contractor is working.

28. HOLIDAY WORK

The following Federal legal holidays are observed by this base:

New Year's Day	1 January
Martin Luther King's Birthday	16 January
President's Day	20 February
Memorial Day	Last Monday of May
Independence Day	4 July
Labor Day	First Monday of September
Columbus Day	Second Monday of October
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday of November
Christmas	December 25

Any of the holidays falling on Saturday will be observed on preceding Friday; holidays falling on Sunday will be observed on the following Monday. In addition, the Government may dictate the work day before or the work day after an observed holiday as a "Family Day."

The Contractor should not perform work on observed holidays or Family Days unless authorized by the Contracting Officer for the TO. In the event work is authorized on observed holidays, the Contractor shall pay all applicable overtime and/or holiday pay rates required by law.

29. SAFETY AND HEALTH

a. General:

- (1) In order to provide safety controls for protection to the life and health of employees and other persons, for prevention of damage to property, materials, supplies, and equipment, and for avoidance of work interruptions in the performance of this contract, the Contractor shall comply with all pertinent provisions of the most current version of the United States Army Corps of Engineers Manual, EM 385-1-1, entitled "*Safety and Health Requirements Manual*," as amended, and will also take or cause to be taken such additional measures as the Contracting Officer, or his/her designated representative may determine to be reasonably necessary for the purpose. The manual can be obtained from the Government Printing Office, Washington DC 20402.
- (2) The Contractor will maintain an accurate record of, and will report to the Contracting Officer or his/her designated representative in the manner and on the forms prescribed by the Contracting Officer or his/her designated representative, exposure data and all accidents resulting in death, traumatic injury, occupational disease, and damage to property, materials, supplies, and equipment incident to work performed under this contract.
- (3) The Contracting Officer or his/her designated representative will notify the Contractor of any noncompliance with the foregoing provisions and the action to be taken. The Contractor shall, after receipt of such notice, immediately take corrective action. Such

notice, when delivered to the site of the work, shall be deemed sufficient for the purpose. If the Contractor fails or refuses to comply promptly, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No part of the time lost due to any such stop orders shall be made the subject of claim for extension of time or for excess costs or damages by the Contractor.

- (4) Compliance of subcontractors with the provisions of this section will be the responsibility of the Contractor.

b. Standards:

- (1) Applicable Publications: The publications listed below form a part of this document to the extent referenced. The publications are referred to in the text by basic designation only.
- (2) Code of Federal Regulations (CFR): Occupational Safety and Health Administration (OSHA) General Industry Safety and Health Standards (29 CFR 1910), Publication V2206, OSHA Construction Industry Standards (29 CFR 1926). One source of these regulations is OSHA Publication 2207, which includes a combination of both Parts 1910 and 1926 as they relate to construction safety and health. They are for sale by the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402.
- (3) National Emission Standards for Hazardous Air Pollutants (40 CFR, Part 61).

c. Federal Standard (Fed. Std.):

- (1) The Contractor shall prepare and submit Safety Data Sheets or SDS (formerly Material Safety Data Sheets or MSDS), to the Bio-environmental office on each installation, Safety and Health Requirements Manual, EM 385-1-1.
- (2) Use of Asbestos Containing Material or any Class 1 ozone depleting chemical compounds are prohibited, DA Circular 40-83-4.
- (3) Work covered by this section: This section is applicable to all work covered by this contract.
- (4) Definition of Hazardous Materials: Refer to hazardous and toxic materials/substances included in Subparts H and Z of 29 CFR 1910 and to others as additionally defined in Fed. Std. 313. Those most commonly encountered include asbestos, lead paint, polychlorinated biphenyls (PCBs), explosives, and radioactive material, but may include others. The most likely products to contain asbestos are sprayed-on fire proofing, insulation, boiler lagging, and pipe covering.

30. SECURITY REQUIREMENTS

- a. The Contractor shall be responsible for obtaining all necessary cards, passes, badges, buttons, decals, or other items required for access to the areas in which the work will be

performed. Contractor will be required to apply for vehicle and individual identification media at the Security Forces Squadron, Pass and ID Section. Upon completion or termination of the contract or an individual's employment on the contract, the contractor shall retrieve all identification and access media issued and surrender it to the Security Forces Squadron, Pass and ID Section.

- b. The Contractor shall comply with all VAFB policies regarding entry to the installation, rules of the road, compliance during contingency operations, and photography. The contractor's employees are authorized entry to the installation for the purpose of work only and are not authorized in other facilities, areas, or buildings without proper prior authorization.
- c. The Contractor shall not bring contraband onto the installation or worksite. Prohibited property is subject to confiscation and/or administrative action. Items forbidden on the installation include "strike anywhere" matches, alcoholic beverages, narcotics, unapproved photographic equipment or other recording devices, unauthorized tools, firearms, explosives, and illegal knives (stiletto, switchblades, hook blades, and blades over three inches in length).
- d. Contractor vehicle operators will use the most direct route in going to or when leaving their place of duty. User personnel will only be in areas specific to their leased/contracted facility or operations. Commercial vehicles van size and larger owned or operated by the Contractor must only enter through authorized gates to facilitate inspections. During increased threats, the Contractor may be asked to only enter the installation with empty cargo vehicles facilitating inspections.
- e. All Contractor personnel are required to carry and present a valid identification for installation/facility entry.
- f. Contractor vehicle operators must have in their possession the following items:
 - (1) A valid state license plate.
 - (2) A valid driver's license.
 - (3) A valid safety inspection sticker affixed as required by state law.
 - (4) Current registration receipt or other proof of ownership.
 - (5) A certification of liability insurance (in the minimum amount of \$10,000/ \$20,000/ \$5,000) will be retained in the vehicle at all times and be presented upon request by proper authorities.
 - (6) A current installation entry media.
- g. Per AFI 10-245, the Contractor will ensure all employees are offered training to a level similar to AT Level I training provided to DoD personnel, annually to help prevent, detect, deter, defend and report acts of terrorism.

- h. The Contractor is responsible for providing their personnel information on each base's Antiterrorism Program.
- i. During performance of work, personnel security and protection of resources is critical for the installation to maintain a safe work environment. The Contractor will be alert for any suspicious activity observed by their work force or any personnel working on the installation. If any situation appears to be suspicious, immediate actions must be taken to make proper notification to Law Enforcement by calling the Emergency Control Center and/or to the Air Force Office of Special Investigations.
- j. The Contractor must strictly control both personnel and vehicles during performance of duty. No personnel and/or equipment will be allowed to be placed in harm's way that could aid or abet anyone with bad intention to cause harm to the Air Force.
- k. Contract personnel will be familiar with Force Protection Conditions (FPCON) Normal through Delta. These measures are implemented to increase the security posture of the installation and protect personnel/property. A description of these measures and how to report or respond to suspicious activities or packages is included in the 30 SW Antiterrorism (SWAT) Guide or as provided by the 30 SW AT Officer.
- l. The Contractor shall initiate actions directed by the installation commander during changes to Real World Force Protection Conditions to increase surveillance and protection of infrastructure and personnel. The Contractor shall immediately notify base security forces on any suspicious activity.
- m. The Contractor will participate in local or Higher Headquarter exercises to the extent such participation does not interfere with accomplishment of its contractual obligations or, participation has been expressly denied by a contracting officer or, has been formally approved for exemption. The Government shall not be held liable for short periods of work stoppage.
- n. The Contractor will not inhibit emergency response forces while in the performance of their duties during real world or exercise situations.
- o. During advanced readiness postures or Force Protection Conditions User personnel may be prohibited from certain portions of the installation based on security or mission needs. The government and VAFB shall not be held liable for short periods of work stoppage in the name of National Security.
- p. User services and installation access may be curtailed, closed or more closely supervised.
- q. All personnel are subject to "on-the-spot" searches by the military police or personnel tasked with facility entry control duties. Searching of automobiles or persons should not be considered as a personal affront or indicative of suspicion. Spot-checking is an established policy for personnel security. Facility stand-off barriers will not be circumvented by vehicles owned/operated by Contractor personnel.

- r. The Contractor will ensure all new construction and facility upgrades to facilities under the jurisdiction of Air Force are coordinated through the base's trained Security Engineer (usually the assigned CES Antiterrorism Monitor) and through the base Antiterrorism Officer/Antiterrorism Installation Program Manager to ensure compliance with current AT construction standards. The Contractor will adhere to the DoD Unified Facilities Construction Code Requirements and interpretations of the base Antiterrorism Officer/Antiterrorism Installation Program Manager.

31. ENVIRONMENTAL REQUIREMENTS

- a. The Contractor shall comply with all federal, state, and local environmental regulations, to include the latest base specific environmental specifications, and all Air Force and base level permits and instructions. A copy of the base specific environmental specifications may be obtained from each base's environmental office. The Contractor must be aware of the different Environmental sections it may encounter at each location. The Environmental sections that the Contractor may encounter include: Natural Resources, Cultural Resources, Water Quality, Air Quality-Greenhouse Gas, IRP/MMRP, Hazardous Waste, Hazardous Materials, Solid Waste, ACM/LBP, and Storage Tanks.

32. PRECAUTIONS AGAINST HAZARDS

The Contractor shall comply with the following when engaged in hazardous operations:

- a. **Welding / Open Flame Procedures:**

The Contractor shall provide the necessary methods of fire extinguishment and fire prevention. Before operations begin, the Contractor shall clear all welding and cutting operations with the Contracting Officer or his/her designated representative, the Base Fire Department. The Contractor shall request and receive an AF Form 592, USAF Welding and Brazing Permit, before preparing for such operations. The Contractor shall discontinue all burning, welding, or cutting operations one hour prior to the end of the workday. The Contractor shall provide a workman to remain at the site for thirty (30) minutes after discontinuing the above operations. This workman shall make a thorough inspection of the area for possible sources of latent combustion. Any unsafe conditions shall be reported to the Fire Department for their investigation.

- b. **Temporary Heaters:**

The use of open-flame heating devices will not be allowed except by special permission of the Contracting Officer or his/her designated representative. Such permission will not be granted unless the Contractor has taken all venting precautions. Burning trash, brush or trees on the job site will not be allowed. Approval for the use of open fires and open-flame heating devices will in no way relieve the Contractor from the responsibility of any damage resulting from such fires.

c. Flammable Liquids:

The Contractor shall store and handle flammable liquids in accordance with the Flammable Liquids Code (No. 30) of the National Fire Protection Association. The Contractor shall not store flammable liquids in the Contractor's storage trailers.

d. Technical Assistance:

The Installation Fire Department, Technical Services Section, is available for assistance concerning fire hazard questions.

33. USE OF TOBACCO PRODUCTS IN AIR FORCE FACILITIES

The Air Force has banned use of all tobacco products in all Air Force facilities. The Contractor's employees and visitors are subject to the same restrictions as are Government personnel. Smoking is permitted only in designated smoking areas.

34. TOILET FACILITIES

The Contractor's personnel shall be permitted to use existing toilet facilities, except in family housing units or where otherwise specified in the TO SOW, on the premises subject to approval of the Contracting Officer or his/her designated representative. The Contractor must keep the facilities clean.

35. AIRFIELD REQUIREMENTS

The Contractor shall contact Base Operations for construction restrictions involving the flight line, taxiway, and runway areas and shall comply with Air Force Instruction (AFI) 13-213. Two-way radio contact on Very High Frequency (VHF) Radio capable of communication with the Air Traffic Control Tower on the ramp net may be required at times for personnel working on the flight line, taxiways, and runways.

APPENDIX

INDEX OF ATTACHMENTS*

1. Utilities Outage Application and Approval Form
2. Digging Permit (AF Form 103)
3. Submittal Schedule
4. Construction Cost Estimate Breakdown
5. Vandenberg AFB Specification Section 01000
6. Vandenberg AFB Specification Section 015720
7. Vandenberg AFB Facility Excellence Plan
8. Vandenberg AFB CAD Standards
9. Edwards AFB Design Standards

*Note: These documents are included as sample only. The Contractor shall ensure they utilize the most current version when completing work.